

Board of Selectmen
REGULAR MEETING
Town Hall
April 3, 2007 - 6:00 PM
MINUTES

1.0 The Regular meeting of the Board of Selectmen was called to order at 6:09 PM by First Selectman Joyce Okonuk. Present was Selectman Bendoraitis. Selectman Blakeslee was absent. In attendance was Administrative Assistant, Mary Ellen Wieczorek, and an audience of 2.

2.0 **Minutes**

2.1 Moved by Bendoraitis, seconded by Okonuk to take up Item 2.1 at the end of the meeting. Vote: yes. Motion carried.

2.2 Bendoraitis requested to strike the 4th sentence in Item 5.13a of the March 6, 2007 Regular Meeting which read: *Bendoraitis said he created an for the town ordinance using an existing ordinance from another town.* Moved by Okonuk, seconded by Bendoraitis to approve the March 6, 2007 Board of Selectmen Regular meeting as amended. Vote: yes. Unanimous.

2.3 Moved by Bendoraitis, seconded by Okonuk to approve the March 8, 2007 Board of Selectmen Special Meeting. Vote: yes.

3.0 **Correspondence**

3.1 A letter from the Town Clerk to the Town Committees regarding the resignation of Ed Ritz as an alternate from the Zoning Board of Appeals.

Selectman Blakeslee arrived at 6:16 PM.

4.0 **Old Business**

4.1 Okonuk advised the Board that the Hoxie Road Bridge replacement project is moving forward. The project will be starting within the month. A pre-construction conference was held this week with the engineer, the contractor (Milton C. Beebee) and the town. No action.

4.2 Okonuk stated that the construction project of new entrance at the Fire Safety Complex began on April 2nd. The contractor will also be working indoors during inclement weather to complete the remodeling of the hallway to the cruiser bay. No action.

5.0 **New Business**

5.1 At the March 6th meeting, Selectmen opened bids for lawn and cemetery maintenance. All bids for cemetery maintenance came in over bid—as a result, no action taken on the cemetery bids at that meeting. The Selectmen decided instead to re-advertise just the cemetery portion of the bid. New bids were received and opened at tonight's meeting as follows:

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| 1. | Pete's Plowing & Landscaping, Griswold | \$32,000 per year |
| 2. | Hignett Landscaping, Columbia | \$24,000 per year +\$200 each add'l mowings at NLC |

Both bids exceeded the prior bids received. No action on cemetery bids.

5.2 At the March 6, 2007 meeting, bids were opened for lawn maintenance of town properties. Moved by Bendoraitis, seconded by Okonuk to award the lawn maintenance bid for public buildings and grounds to S&J Lawncare, for a two year contract, in the amount of \$10,000 per year. Vote: 2 Yes (Okonuk and Bendoraitis); 1 Abstain (Blakeslee). Motion carried.

5.3 Cub Scouts Den 2 requested the use of the Community Center for an indoor "campout". Scouts would be playing games, giving presentations and working on craft projects pursuant to earning knowledge awards and completing tasks for advancement. Parents will be chaperoning the event. Okonuk said that other scouts have done this in the past, and recommends that the Board give consideration. Moved by Blakeslee, seconded by Bendoraitis to approve the request to use the Community Center for an indoor campout contingent upon the availability of the building. Vote: yes. Unanimous.

5.4 Town Engineer Brandon Handfield provided revised plans for the parking lot at Town Hall. An additional flat top catch basin will be added to the plan. Timeline for advertising and a projected start date was discussed. Moved by Bendoraitis, seconded by Blakeslee to go out to advertisement for the reconstruction for the Town Hall parking lot as shown on the modified plan presented to Selectmen this evening. Vote: yes. Unanimous.

5.5 Legion Post 180 is meeting this evening and will review "draft" Memorial Day Parade procedures as recommended by the Selectmen. They will forward comments immediately back to the Selectmen so these new procedures may be implemented for the 2007 parade. The Legion has recommended the Parade be held, as usual, the Saturday of Memorial Day weekend, May 26th. Moved by Okonuk, seconded by Blakeslee to set the 2007 Memorial Day Parade date for Saturday, May 26, 2007 with no rain date (as per new policy recommendation). Vote: yes. Unanimous.

5.6 Okonuk reported she represented the Selectmen at farewell ceremonies for the French exchange students who recently stayed with Lebanon families. A Proclamation honoring the students was signed last week by the Selectmen and was presented to the students at the ceremonies. Okonuk requested the Board to officially move the Resolution tonight. Moved by Okonuk, seconded by Bendoraitis to present a Proclamation to the French exchange students visiting Lebanon at the closing ceremony on April 2, 2007. Vote: yes. Unanimous.

5.7 Okonuk asked the Board if they would be interested in attending a site walk on April 10th on the discontinued portion of Schalk Road to look at property a resident was considering for a two-lot sub-division that may also be suitable as a possible site for a future cemetery. The Sexton and Planner will also attend. The Selectmen were interested in joining so the meeting will be warned accordingly. No action.

5.8 The same resident (mentioned in 5.7) also inquired as to whether the town would consider having the town-owned portion of land-locked property on Schalk Road logged. He suggested the proceeds be used to help fund the Tyler Field project. The First Selectman and resident further discussed other ideas including the possibility of selling the land-locked piece of town property and/or swapping it for the undeveloped land owned by the resident. Resident was willing to discuss if the Board was interested. No action.

5.9 Moved by Okonuk, seconded by Bendoraitis to bring to Town Meeting the Ordinance concerning membership of town employees on town boards and commissions. Vote: yes. Unanimous.

5.10 The contract for the planting and harvesting of corn land adjacent to the Transfer Station expired this year and needs to be advertised. Bendoraitis said the 20+ acres between Dr. Manning Drive and West Town Street will need to be cut this year and should be included in the advertisement. Moved by Blakeslee, seconded by Okonuk to advertise bids for planting and harvesting 13 acres of corn land located at the Town owned property adjacent to the Solid Waste facility for a one year contract, and the 20+ acres of town owned property located at Dr. Manning Drive and West Town Street for a one year contract. Vote: yes. Unanimous.

5.11 On behalf of the Lebanon Historical Society (LHS), Alicia Wayland requested to use the Lebanon Green (across from the Museum) on Saturday, May 19th from 12 noon to 3PM for an oxen and cart demonstration. The LHS plans to do an educational program as part of the soon-to-open Revolutionary War exhibition and the oxen/cart is intended to depict how labor-intensive work was during the Rev War era. Moved by Blakeslee, seconded by Bendoraitis, to approve the request from the LHS to use the Lebanon Green on May 19, 2007 for an oxen demonstration. Vote: yes. Unanimous.

5.12 The 2007 CIP Plan was reviewed. Moved by Bendoraitis, seconded by Blakeslee to accept the 2007-08 CIP Plan (*Plan to follow minutes*). Vote: yes. Unanimous.

5.13 Appointments/Re-Appointments to Commissions/Committees - NONE

5.14 Resignations from Commissions/Committees - NONE

Moved by Okonuk, seconded by Bendoraitis to add the following items to the agenda.

5.15 *D&A upon the revised Grand List as presented by the Assessor.*

5.16 *D&A upon a Resolution for the State of Connecticut.*

5.17 *D&A upon Town Counsel's letter regarding employees serving on boards and commissions.*

5.18 *D&A upon the Lebanon Business Association request to use the FSC for a business expo.*

5.19 *D&A upon the hiring of the Assistant Town Clerk.*

Vote: yes. Unanimous.

5.15 Okonuk advised the Board a letter from the Assessor was handed to her late this afternoon. The letter indicated a change to the 2006 Grand List resulting in a reduction of \$4,973,299 in assessed value, or a .99% increase over last years Grand List. In February 2007 an increase of 2.17% was reported by the Assessor. A clerical error in one account resulted in this new notification of reduction. The Board of Finance Chairman, Liz Charron, entered the meeting at 7:39 PM. The Board and Finance Chairman discussed the upcoming Budget Hearing and agreed to call a Special Meeting of the Board of Finance for Thursday, April 12th to take review the draft budget and make any necessary changes to the revenues affecting the FY 07-08 Grand List.

5.16 Okonuk requested the Board to pass a Resolution authorizing the First Selectman to execute the project agreement for the State/Municipal Project Grant Agreement under the Local Bridge Program, Hoxie Road #1. As instructed in the State's letter, the Resolution and the minutes will be signed and sealed by the Town Clerk and submitted to the State with the executed agreement. Moved by Blakeslee, seconded by Bendoraitis to pass a Resolution authorizing the First Selectman to execute the project agreement for the

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5.17 The Board reviewed the letter from Town Counsel pertaining to the Ordinance concerning paid town employees serving on Boards and Commissions. The Ordinance will be brought to the Annual Town Meeting.

5.18 Blakeslee asked whether the Lebanon Business Association requested the use of the Fire Safety Complex on October 20, 2007. Okonuk told the Board that the EDC Chairman had contacted her about the use of the facility asking whether non-profit organizations require insurance. Okonuk said she emailed the chairman stating that as the Expo is really a being offered as a benefit to the community and as long as no alcohol is consumed or served, the insurance requirement would be waived—just as if the program were sponsored by the Town. Okonuk suggested that perhaps the Lebanon Economic Development Commission might consider being a sponsor of the event. No action.

5.19 Interviews for the Assistant Town Clerk vacancy were conducted this week. The Town Clerk has made this appointment, and this morning the Assistant Town Clerk was sworn in by the Town Clerk. Okonuk stated that although this is an appointed position by the Town Clerk, this full-time position falls under the wages and benefits specified in the Town Hall bargaining agreement. Moved by Okonuk, seconded by Bendoraitis, to hire Lori Tollman as the Assistant Town Clerk, at the probationary wage specified within the union contract, effective April 3, 2007, based on the recommendation of Town Clerk Susan Coutu. Vote: Yes. Unanimous.

Moved by Bendoraitis, seconded by Okonuk to take up Item 2.1, D&A upon approving the minutes of the February 15, 2007 Special Meeting. Vote: yes. Unanimous.

2.1 Moved by Blakeslee, seconded by Okonuk to approve the February 15, 2007 Board of Selectmen Special meeting. Vote: 2 yes (Okonuk and Blakeslee); 1 abstain (Bendoraitis). Motion carried.

6.0 Executive Session - NONE

7.0 Tax Refunds

Moved by Blakeslee, seconded by Bendoraitis to approve the following tax refunds. Vote: yes. Unanimous.

Richard Madrak	\$1,903.32	Overpayment
Martin & Lisa Sedlmeier	\$9.29	Overpayment
Washington Mutual	\$1,883.82	Overpayment
Jeffrey Sorrell	\$31.66	Overpayment
Michael Campbell	\$57.45	Assessor Adj.Bill

8.0 Public Forum – NONE.

9.0 Moved by Okonuk, seconded by Bendoraitis to adjourn the meeting at 7:45 PM. Vote: yes. Unanimous.

Respectfully submitted,

Joyce R. Okonuk
First Selectman